

**Peninsula Regional Local Human Rights Committee Meeting  
MINUTES**

**NOTE: If you were absent from this meeting, please review the minutes. Thanks!**

**MEETING: Peninsula Regional Local Human Rights Committee Meeting  
October 8, 2013  
9:00 a.m.  
Admin. Conference Center-RBHC 2244 Executive Drive, Hampton, VA 23666**

**ATTENDING LHRC MEMBERS:**

Steve Deyerle   Victory Whitaker

**REGIONAL ADVOCATE**

Reginald Daye

**PROGRAM AFFILIATES**

Ann Graham-RBHC   Marianne Wortham-RBHC   Teresa Taylor-RBHC   Susan Holland-RBHC   Lillian Gilliam-RBHC  
Shelly Scott-Agape CTS   Cynthia Ellison-Hampton Mental Health Associates

**MEMBERS ABSENT:**

Debbie Campbell-RBHC   Victory Whitaker   Cyrus Boyd   Ernestine Duncan   Beatrice Onyeali

**GUESTS:**

Tony Farnett   Kelley Pearson

CALL TO ORDER		The meeting was called to order 9:01 am.		S. Deyerle
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II. REVIEW AND APPROVAL OF PRIOR MINUTES	The minutes of the July 9, 2013 meeting were reviewed and will be voted to accept at the October 30, 2013 LHRC Meeting.			V. Whitaker
III. PUBLIC COMMENTS	None			

IV.ANNOUNCEMENTS	<p>It was announced that the new Patient Advocate for Riverside Behavioral Health Center is Lillian Gilliam, she is currently on staff.</p> <p>It was announced that the Hampton Mental Health office located in Norfolk will close, January 1, 2014. Staff from that office will relocate to the Hampton office.</p>			<p>A. Graham</p> <p>Cynthia Ellison</p>
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<p>V. REGIONAL ADVOCATE REPORT</p>	<p>Members were reminded that all facilities should now be utilizing the (CHRIS) system for reporting.</p> <p>Members were also reminded to not send patient information, to include patient names or initials by email, due to HIPPA regulations. Any emails sent with this information must be encrypted. Members were reminded that this information can be faxed, with a cover sheet.</p> <p>There have been no changes within Mr. Daye's office.</p>	<p>Mr. Daye informed members that there will be no exemptions, without a ligament excuse (software incompatibility with CHRIS system).</p>		<p>R. Daye</p>
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<p>VI. NEW BUSINESS</p>	<p>The Committee was presented with the proposal to replace patient room doors with “Wicket Doors”. The doors are to be installed to prevent possible barricade situations, where patients can use room furniture to block the door from opening. This would then cause staff to gain entry through the window, by using a crowbar to break the glass. This particular door is a door within a door. The main door opens into the room like normal. This door cannot be locked from the inside by the patient. Staff members would then be able to get to patients in a timely manner if needed.</p> <p>The committee was informed that RBHC facility was inquiring about different doors to be installed into patient bathrooms. This particular door has a drop handle that drops and will and will not hold any weight.</p>	<p>Members were reminded by Mr. Daye, that any proposals need to be submitted at least two weeks in advance prior to the LHRC meeting.</p>	<p>Since there were no dignity concerns expressed the sub committee voted to accept the use of the doors.</p>	<p>T. Farnett</p> <p>LHRC Sub-Committee</p>
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VII. OLD BUSINESS	<p><b><u>Policy Review:</u></b></p> <p><b>200.02-</b>Allegations of Abuse &amp; Neglect- <i>Policy was reviewed and accepted as written.</i></p> <p><b>200.15-</b>Privacy &amp; Security-<i>Policy was reviewed and accepted as written.</i></p>	Mr. Daye recommended approval of both revised policies.	<p>The revised Abuse and Neglect Policy was reviewed and accepted by the Sub committee, as revised.</p> <p>The revised Privacy &amp; Security Policy was reviewed and accepted by the Sub-Committee, as revised</p>	<p>A. Graham</p> <p>LHRC Sub-Committee</p> <p>LHRC Sub-Committee</p>
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TOPIC	DISCUSSION	ACTION	RECOMMENDATION DECISION/ACTION	RESPONSIBLE PARTY TARGET DATE
VIII. STANDING REPORTS	<p><b>Hampton Mental Health Associates</b>            No cases to report            No incidents            No complaints  <b>Served: 110 during 3<sup>rd</sup> quarter</b>            Hampton Mental Health Associates discuss and exam abuse allegations. Policies are reviewed annually. There are no current changes to the policies, and currently are in compliance.</p> <p><b>Agape</b>            No abuse            No allegations            No complaints  <b>Served: 348 during 3<sup>rd</sup> quarter</b>            Constantly reviewing policies &amp; procedures in order to stay compliant, along with training staff regarding policies. No changes have occurred &amp; nothing to report regarding licensing status including citations, service additions and closures. Agape continues to offer to meet any expressed needs the LHRC may have.</p>			<p>C. Ellison</p> <p>S. Scott</p>
	<p><b>Riverside Outpatient Services</b>            No incidents of seclusions/restraints or allegations            No complaints            No policy changes  <b>Served: 1191 during 3<sup>rd</sup> quarter</b></p>			S. Holland

**Residential Treatment Programs****3rd Quarter*****Incidents Alleged-3***

• Peer to Peer	0
• Injury during holds	0
• Abuse/neglect/exploitation	1
• Other Significant Incidents	2

***Incidents Occurred – 1***

• Peer to Peer	0
• Injury during holds	0
• Abuse/neglect	1
<b><i>Complaints</i></b>	<b>5</b>

A. Graham





TOPIC	DISCUSSION	ACTION	RECOMMENDATION DECISION/ACTION	RESPONSIBLE PARTY TARGET DATE
IX. CLOSED SESSION	Local Human Rights Committee voted to go into closed session pursuant to VA code 2.2-3711A for the protection of the privacy of individuals in personal matters not related to public business, namely to hear peer-to-peer incidents and abuse/neglect allegations at Riverside Behavioral Health Center (RBHC) Resident Programs/Acute Units & Agape.		Motion proposed and carried to go into closed session.	LHRC Members
X. OPEN SESSION-	There was a motion for the committee to come out of closed session at 10:10am. Upon reconvening into open session, each member certified that the only things discussed while in closed session were the peer-to-peer incidents, injury during Holds, and abuse/neglect allegations on Residential/Adult Programs of RBHC & Agape.		Motion proposed and carried to come out of closed session.	LHRC Members
XI. RECOMMENDATIONS	<p>No recommendations for any of the Riverside programs.</p> <p>Agape-The LHRC voted to request Agape present the complaint allegation noted in their report should be presented at the next meeting, since it was determined during closed session that the appeal deadline had not expired. The case was not discussed while in closed session.</p>			
XII. FREEDOM OF INFORMATION ACT TRAINING	NA			R. Daye

XIII. NEXT MEETING DATE		The LHRC has scheduled a makeup meeting of the full LHRC for October 30, 2013 at 9:00am- Riverside Behavioral Health in the Administrative Conference Room.		V. Whitaker
XIV. ADJOURNMENT		The meeting was adjourned at 10:13 am.		V. Whitaker

*RESPECTFULLY SUBMITTED, Dawn Outlaw, Administrative Secretary*